

Create a PowerPoint Presentation for Welcome Briefing



Project Title	Create a PowerPoint Presentation for Welcome Briefing
Project Summary	Create a PowerPoint using content from existing welcome hand-outs for our new Officers and families joining the US Embassy community in Hanoi.
Country	Vietnam
Agency	Department of State
DoS Office	N/A
Post	HANOI
Section	CLO
Number of Interns	1

Project Description

-- Create a PowerPoint using content from existing welcome hand-outs for our new families joining the US Embassy community in Hanoi.
--Examples include, CLO 8 areas of responsibility, Embassy services, tips for hiring household staff, where to buy food, language training, maps
--This project is important because when our new families receive their welcome briefing, they are often jet-lagged and overwhelmed. This PowerPoint will keep them engaged and can be posted online to refer to as questions come up.

Desired Skills Interests

Additional Information

None

Language Requirements

None